



GEORGIA
GMIS



Carl Vinson
Institute of Government
UNIVERSITY OF GEORGIA

Georgia GMIS Fall 2023 Premier Technical Training Partner **FORTINET**

IT STARTS WITH US

Georgia GMIS
Fall 2023 Conference

SPONSORSHIP REGISTRATION

October 15-19
Hyatt Regency Savannah

Note from our President!

It gives me great pleasure to share about the upcoming GA GMIS Fall Conference to be held October 16 – 18, 2023 in Savannah, Georgia. The theme for this year's conference is "IT Starts with US." We believe that as IT leaders of local government agencies here in Georgia, we play a crucial role in shaping the future of IT and its impact on our communities. We aim to highlight the collective responsibility we bear in leveraging technology for the betterment of our citizens and the efficient functioning of government agencies.

We are excited to announce that we have new sponsorship opportunities available! As you read through the brochure, you will see we have Tuesday Dinner, Networking and Gaming Suite, Breaks and Lanyards available. To sponsor at these levels, you must also purchase an exhibit booth. Please read through the brochure for all the details.

We will have several dynamic guest speakers each day of the conference for the CGCIO and LGCIO programs to include Emotional Intelligence and Disaster Response. Geek Trak will run parallel to these sessions and will focus on Ethical Hacking. Cert Trak will return offering the Lean Six Sigma Yellow Belt certification. Tuesday night dinner will include presentations to our CGCIO graduates followed by a fun casino night! We are also changing up our Networking Suite to offer a little more fun and interactive place to hang out.

We appreciate the continued support of our sponsors, and you will have numerous networking opportunities with these IT leaders and peers. Our membership is more effective with the products, services, and knowledge that you provide. You keep GA GMIS membership moving our agencies towards the future.

Looking forward to seeing you all in Savannah!

Jonathan Reich
President, Georgia GMIS

IMPORTANT INFORMATION

The event location is Hyatt Regency Savannah, located at 2 West Bay Street, Savannah. There are a limited number of exhibit hall spaces available. To participate, the registration form and fee must be received by September 29, 2023. We do take credit cards through PayPal only. Please contact Karen Knight at knightk@douglasvillega.gov if additional information is needed. **NOTE: Do not register through the UGA/CVIOG link on the website. It is for government participants only. Sponsorship registration is by this brochure. There is no online registration.**

SPACE AND PARTICIPATION IS LIMITED TO THE FIRST 30 PAID SPONSORS

Sponsor setup will be held on Monday, October 16, 2023.

- All Sponsors/Exhibitors: your setup will begin at 1:30 pm
- Setups should be completed by 4:00 pm.
- Tear Down for all Sponsors will be on Wednesday, October 19, 2022 after 12:00 pm

IMPORTANT: Sponsors, please note that our sponsor exhibit area will be in the Regency Ballroom and will be tabletop only. Your display table will be 6-feet long and you will have 2 chairs. All display materials and handouts should fit on top of this 6-foot table. You may have the roll-up screens that fit behind your table. Sponsors who bring free standing, floor displays will be asked to dismantle them. There will be no exceptions to this request.

HOTEL, LOGISTICS, LOGOS AND EXTRA ATTENDEES

Hotel Reservations

To reserve a hotel room at the Hyatt Regency, please provide the group code G-GGMI and that you are with the Georgia Government Management Information Sciences (Georgia GMIS) conference to get the special rate of \$238 (plus \$1 local occupancy fee, \$5 state hotel/motel fee and applicable taxes) per night.

Reservations can also be made online at: <https://www.hyatt.com/en-US/group-booking/SAVRS/G-GGMI>

A block of rooms will be held until September 22, 2023, or until all rooms have been reserved, whichever comes first. After this date, the hotel will make reservations at the prevailing room rate based on availability.

Parking

Hyatt Regency Savannah offers valet parking only at a rate of \$32 per night. Please see the attached Hyatt Regency Exhibitor Guidelines Packet for additional information.

Overflow Hotel Information

Staybridge Suites Savannah Historic District. 301 E. Bay Street. 912-721-9000. When making your reservation, please provide group code GMI and that you are with the Georgia Government Management Information Sciences (Georgia GMIS) conference to get the special rate of \$140 (plus \$1 local occupancy fee, \$5 state hotel/motel fee and applicable taxes) per night.

A block of rooms will be held at the hotel until September 22, 2023, or until all rooms have been reserved, whichever comes first. After this date, the hotel will make reservations at the prevailing room rate based on availability.

Hotel Parking/Proximity to Hyatt Regency Savannah

Discounted self-parking at the Staybridge Suite is \$18 per day. The Staybridge Suites is located approximately 0.4 mile/a 10-minute walk from the Hyatt Regency. Please note additional valet parking charges will apply should you move your vehicle from the Staybridge Suites to the Hyatt Regency Savannah.

Shipping

Please see the attached Hyatt Regency Exhibitor Guidelines Packet for information. You are responsible for all your shipping/returns and any expenses.

Electricity and Internet Access

Please see the attached Hyatt Regency Exhibitor Guidelines Packet and Inspire Exhibit Order Form for information to order any internet access and electricity you may need for your booth. Please send all information directly to the contacts on the Inspire Exhibit Order Form as you are responsible for these charges. Do not send this form to me.

Exhibitor's Do & Don't List

Please see the Hyatt Regency Exhibitor Guidelines Packet for information. Please pay attention to their rules and regulations.

Logos

Please email a high-resolution copy of logo to Karen Knight so that we may use it on our website.

Extra Attendees

Please note at this time sponsor attendees are limited to the number on your sponsorship level. The board will evaluate the situation and I will let you know if something changes closer to the event. **ALL ATTENDEES MUST HAVE AN OFFICIAL GA GMIS NAME BADGE FOR ACCESS TO ALL AREAS/EVENTS.**

Tuesday Night Dinner/Casino Night

Please note on your registration form if you will attend the Tuesday night dinner/casino night. I need an accurate count for these activities. This event will be held at the Hyatt Regency Savannah.

Company Information

Please send 2-3 sentences about your company for a sponsor/exhibitor directory we will distribute to our participants. Include who will be attending and their contact information.

2023 GA GMIS FALL SPONSORSHIPS

Why sponsor?

The GA GMIS Fall Conference provides excellent brand visibility and networking opportunities with key IT decision makers in public sector IT industry.

Who Attends?

GMIS International is the most inclusive Government IT Association worldwide. GA GMIS represents city, county, and state agencies across Georgia. This is your chance to meet face-to-face with these industry leaders.

Sponsorship Opportunities

Geek Trak - **SOLD**

Cost
\$5,000

Sponsor
Fortinet

Tuesday Dinner

\$5,000

Hyatt Regency Savannah

The Tuesday night dinner offers an excellent networking opportunity for all GA GMIS Participants (including sponsors/vendors). We will have a delicious dinner and graduation overlooking River Street. As sponsor, you will have your company signage at the venue and noted on website. A spokesperson from your organization will have the opportunity to speak briefly during the dinner. You can have up to four attendees from your company (includes exhibit booth so a grand total of four attendees). GA GMIS will take care of all the arrangements. **Must have an exhibit booth to sponsor event.**

1 Available

Tuesday Entertainment - SOLD

\$5,000

Surelock Technology

Casino Night at the Hyatt Regency

The Tuesday night entertainment will be a Casino Night held at the Hyatt Regency. This will be in conjunction with the dinner on Tuesday night. As sponsor, you will have your company signage at the venue and noted on website. A spokesperson from your organization will have the opportunity to speak briefly during the event. You can have up to four attendees from your company (includes exhibit booth so a grand total of four attendees).. GA GMIS will take care of all the arrangements. **Must have an exhibit booth to sponsor event.**

Gaming Suite - SOLD

\$10,000

ThinkGard

NEW FOR FALL 2023! GA GMIS will host, facilitate, and staff a gaming suite for when the conference sessions have ended for the day. It will be open Sunday, Monday, and Wednesday nights. This is in conjunction with the Networking Suite. We will have arcade games, pool table and other fun activities. As sponsor, you will have your company signage at the venue and noted on website. A spokesperson from your organization will have the opportunity to speak briefly during the event. You can have up to four attendees from your company (includes exhibit booth so a grand total of four attendees).. GA GMIS will take care of all the arrangements. **This sponsorship includes the exhibit booth.**

Networking Suite

\$5,000

GA GMIS will host, facilitate, and staff a late evening networking suite when conference sessions have ended for the day. It is part of the gaming and a separate sponsorship. A favorite tradition of conference attendees and excellent networking opportunity, all conference participants are invited to relax, visit with their peers, and enjoy refreshments. You will receive signage at the venue, up to four attendees from your company (includes exhibit booth so a grand total of four attendees), and the ability to meet, greet and network with the participants. Due to liability concerns, GA GMIS will service the bar in the suite. **Must have an exhibit booth to sponsor event.**

1 Available

Break Sponsor

\$2,000

Sponsor the AM/PM breaks on Tuesday of the GA GMIS Conference. At this level, your company receives signage prominently displayed during the morning or afternoon break. **Must have an exhibit booth to sponsor event.**

2 available

Trade Show Badge Holder

\$2,000

Place your company logo on the official name badge lanyards distributed and worn by all registered attendees. GA GMIS will purchase and produce these items. Due to production timelines, the commitment deadline for this sponsorship is six weeks prior to the conference. **Must have an exhibit booth to sponsor this item.**

1 available

All sponsorship opportunities must have an exhibit booth to sponsor these events/items (except Gaming Suite). All sponsorship opportunities will receive the benefits of the Exhibit Booth in addition to any extras of sponsorships (example – extra people).

Exhibits

Exhibit Booth

\$3,000

- Name and Logo on GA-GMIS website
- One 6-foot table, skirting, and 2 chairs
- **Two Attendees from your company**
- **Sponsor meals for Two**
- **Tuesday night Banquet/Entertainment Tickets for Two**
- Attendance List before and after the conference

IT STARTS WITH US
Georgia GMIS Fall 2023 Conference



**GEORGIA GMIS
FALL CONFERENCE 2023
EXHIBITOR / SPONSOR REGISTRATION FORM**

COMPANY _____ PHONE _____

CONTACT _____ EMAIL _____

NAMES OF ATTENDEES FOR BADGES (use separate sheet for their local contact info):

Any dietary restrictions for your attendees (vegetarian, gluten, etc.):

Attend Tuesday Night Dinner/Casino: YES _____ How Many _____ NO _____

SPONSORSHIP and EXHIBITOR FEES:

	Quantity	RATE	TOTAL
Geek Trak Sponsor 1 Available		\$5,000.00	SOLD OUT
Tuesday Dinner 1 Available		\$5,000.00	
Entertainment Sponsor-Casino Night 1 Available		\$5,000.00	SOLD OUT
Networking Suite Sponsor 1 Available		\$5,000.00	
Gaming Suite 1 Available (includes booth)		\$10,000.00	SOLD OUT
Break Sponsor 2 Available		\$2,000.00	
Trade Show Badge Holder Sponsor 1 Available		\$2,000.00	
Exhibitor Booth All Sponsors must have Exhibitor Booth		\$3,000.00	
GRAND TOTAL			

CANCELLATION & REFUND POLICY:

Cancellation of registration must be made by September 29, 2023. Sponsors who fail to cancel or attend, are liable for the full registration fee. Requests for refunds after this time will be charged a 25% processing fee. To cancel a registration, please notify Karen Knight at knightk@douglasvillega.gov

By **no later than September 29, 2023**, mail your registration form and check (payable to Georgia Chapter of GMIS International) to:

**GA-GMIS
P. O. Box 219
Douglasville, GA 30133-0219
ATTN: Karen Knight**

Credit Cards

Credit cards can be accepted through PayPal with a processing fee. If you wish to use a credit card, please let me know so I can send an invoice through PayPal. Please do not send me any credit card information.

Exhibitor Guidelines

Dear Exhibitor:

The Hyatt Regency Savannah is pleased to be the host facility for your exhibition. We take great pride in our facility and will work with event management to make this a great success! We also take great pride in our facility partners to maintain high service standard levels to each exhibitor. Please take a minute to review all pertinent information regarding the hotel and its policies. This information is provided to assist with planning, on-site needs, and the conclusion of the event. We do need strict adherence to ensure that you are receiving the service that is required.

Audiovisual

INSPIRE (Audio Visual) is our service contractor in the function area. In addition to audiovisual equipment JSAV is responsible for Internet connections. Please contact Devin Russell at devinr@inspiresolutions.com. The order form will need to be completed and faxed back to INSPIRE one week prior to arrival.

Receiving/Shipping

All packages being sent directly to the hotel need to be addressed to:

Hyatt Regency Savannah
2 West Bay St.
Savannah, GA 31401

All packages should include a label with the following information: **See last page for example**

- Company name
- Event name / Registered Guest Name (This is the name that will be charged for packages)
- Tradeshow date(s)
- Function room
- Convention Services Manager

Any deliveries to the hotel address prior to **3 days before the event** will be refused due to limited storage available. All vendors will be responsible for their own shipping/receiving charges as follows in addition to charges incurred through shipping provider (i.e. FedEx, UPS, etc.):

- ~A handling fee of \$7.50 per box
- ~A \$100 handling fee for each pallet the hotel ships and/or receives.
- ~Box handling fees will be charged to your individual guest room.
- ~Storage of both boxes and pallets is complimentary for up to 3 days prior to the start date and following the event end date.

Shipping Companies

FedEx (800)GO-FEDEX <http://www.fedex.com/us>

UPS (800)PICK-UPS <http://www.ups.com/us>

Deliveries are Monday-Saturday throughout the day.

Scheduled pickups are Monday-Friday until 12 noon.

Note: Outgoing packages must be in receiving by 11:00am in order to be processed and shipped out in time.

Shipping/Receiving Tips for Success

- Staff will deliver the package to your exhibit booth or table top. Packages will be charge to the
- Bring Tracking Numbers with you! These are critical to locating a package or determining if they are in transit.
- Come prepared with all pertinent shipping information (carrier, company, name on package, quantity, basic description, etc.). This will aid in the location of your packages in a timely manner.
- At the conclusion of the event all package(s) must be clearly labeled including account information for payment.
- After you have packaged your boxes and labeled them you may leave them at your booth/table and we will relocate them to the loading dock to be shipped out. ONLY packages which are clearly labeled with payment information will be shipped.
- All arrangements with private carriers are the responsibility of the individual exhibitor. Please ensure you have made the appropriate arrangements including a pick-up time on the last day of the event. Your package(s) must
- be relocated to the loading dock and will need to be picked up the morning after your event if arrangements cannot be made day of due to the carrier or show hours.
- **Note:** The only shipping materials available on-site are FedEx bills of lading. The hotel does not have shrink wrap, packing tape, packing foam, etc. available for exhibitor use. Further, the hotel does not have a fork lift, pallet jack, or carts reserved for exhibitors therefore we recommend you provide your own equipment.

Loading Information

Hours of operation:

Monday-Friday 8:00am to 4:00pm

Equipment:

- The hotel does not own a fork lift or lend any equipment (pallet jacks, hand carts, flatbed carts).
- The hotel does have a dock leveler that can be used.
- The hotel has a freight elevators and passenger elevators.
- The delivery vehicle must have a lift gate.

Note: All deliveries must be made through the loading dock. No deliveries are permitted via the front drive.

Parking Information

Hyatt Regency Savannah offers valet parking only. For overnight guests, the valet parking rate is \$40.00/car, \$22 for 4-8 hours and \$16 for 0-4 hours. Valet parking is based on availability. Self-parking is not available. There is also unlimited street parking around the hotel and several city garages within walking distance.

Exhibitor's Do & Don't List

Hyatt Regency Savannah's display rules and regulations are based on a philosophy that all Exhibitors should be given an equal opportunity to present their product to their audience in an effective manner.

The Following apply to all Exhibits:

Adhesives - No pins, tacks or adhesives of any kind are permitted on any wall, door or column.

Signs/Banners - All hanging signs must be professionally made and conform to show management rules, regulations and ceiling limitations.

Non-Flammable Materials - All materials used in the Ballrooms or any other part of the Hotel must be non-flammable in order to conform to the fire regulations of the City of Savannah.

Compressed Gases - Compressed gases are not allowed inside the Hotel. Heavier than air gases like propane, butane or liquefied petroleum gas (LPG) are also not allowed.

Liability - The Hotel is not responsible for any injury, loss or damage that may occur to the Exhibitor, the Exhibitor's Agent, employees or property, or to any other person's property, prior, during or subsequent to the period covered by the exhibit contract, provided said injury, loss or damage not caused by the willful negligence of an employee of the Hotel. Each Exhibitor hereby expressly releases the Hotel from such liabilities and agrees to indemnify the Hotel against all claims for such injury, loss or damage.

Insurance - Exhibitors who desire to carry insurance on their own exhibits must do so at their own expense.

Shipping - The Hotel has the right to refuse any delivery addressed to Hotel for an exhibition show.

Storage - The Hotel has limited storage available for packages and no facilities for the storage of exhibits.

Food and Beverage - Any food or beverage dispensed or given away at a booth must be approved by the Hotel. Exhibitors who distribute food and/or beverage will be responsible for providing their own liability insurance and signing a food preparation waiver.

Tape – Approval must be granted prior to using tape on any surface in the hotel and may be prohibited depending on the location and type of tape being used. Exhibitors are responsible for the removal of all tape and residue marks.

Smoking – We are a no smoking facility.

Right to Inspect - The Hotel's Security personnel reserves the right to inspect any carton, container, briefcase, luggage or package brought in to or taken out of the Ballrooms.

Exhibitor Equipment - All equipment, decorations, freight, etc. must be removed from the premises at the expiration of the Show. Items left behind will be treated as abandoned equipment.

Access for Deliveries - All articles, exhibits, fixtures, displays and property of any kind shall be brought in to and out of the Ballrooms only at and through such approved loading area as the Hotel may designate.

The page includes labels that have been created for your convenience and to help expedite the process of receiving your materials on Hotel Property.

1. Please replace the red writing with your conference and company name.
2. Make as many copies as you need for the number of boxes. Place one on each box.
3. In addition, place your shipping label you would normally use for your carrier (Example: FedEx or UPS etc.)

(Place Name of Company)

GA GMIS 2023 Fall / **(Place Registered Guest Name)**

10/15-19/23

Regency Ballroom

Darius Moultrie

(Place Name of Company)

GA GMIS 2023 Fall / **(Place Registered Guest Name)**

10/15-19/23

Regency Ballroom

Darius Moultrie

(Place Name of Company)

GA GMIS 2023 Fall / **(Place Registered Guest Name)**

10/15-19/23

Regency Ballroom

Darius Moultrie